



Wellington Fire Protection District REGULAR BOARD MEETING minutes

The **Regular Board Meeting** of the Wellington Fire Protection District was called to order at approximately 4:01 PM at **Station 16** located at 8130 3rd St, Wellington, CO 80549 on **June 8, 2022**.

Pledge of Allegiance

Seating of New Board Members

Roll Call *DIRECTORS PRESENT – PIERSON, SARNO, PETTIT, GAITER, MEYERS*

Additions/Deletions to the Agenda *None*

Conflicts of Interest *None*

Correspondence *None*

Public Comment

Brandon Hobbs, 7731 Whitetail Cir, Wellington, CO

John Jerome, 3712 Winecup St, Wellington, CO

Sara Standing, 20884 Cattle Dr, Wellington, CO

Sue Reed, 201 E. CR66E, Fort Collins

All presented public comments during this period

Guests or Presentations

Consent Agenda

- Regular Board Meeting Minutes for May 11th

M/S SARNO/GAITER to APPROVE the consent Agenda. Voice votes unanimous; motion PASSED.

Fire Chief's Report

- Finalizing remaining position moves to match proposed
- Planning for additional personnel receiving job offers with other agencies
- 2 personnel successfully completed PFA Driver Operator Academy
- 2 personnel recently completed car seat technician training and certification
- LT Delfs moving to 40hr admin position covering training, fleet, facilities, and admin needs
- Move to 14-day pay cycle change effective 6/12
- Transition from Intuit to Paylocity in 2 to 4 weeks

District Business

- 1. Monthly Financial Report**
 - i. Balance Sheet**
 - ii. Reconciled Cash Balances**
 - iii. Profit & Loss Report**



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- iv. **Income & Expense by Month**
- v. **Monthly Disbursements**
- vi. **Twelve-Month Cash Flow Report**

Ben Archer-Clowes with JVG reviewed the Monthly Financial Report for the Board of Directors.

M/S GAITER/SARNO to APPROVE the Monthly Financial Report as presented. Voice votes unanimous; motion PASSED

Present RESOLUTION 2022-01 A RESOLUTION CONCERNING THE APPROVAL AND ADOPTION OF AN AMENDED BUDGET FOR FISCAL YEAR 2022

2. Public hearing for RESOLUTION NO. 2022-01

At 5:00 PM, Director Pierson closed the regular meeting and open a public hearing regarding RESOLUTION 2022-01 A RESOLUTION CONCERNING THE APPROVAL AND ADOPTION OF AN AMENDED BUDGET FOR FISCAL YEAR 2022.

Jon Gaiter, 8132 4th St, Wellington, CO, provided public comment regarding difficulty locating financial information on the WFPD website, and a question about showing oil & gas revenue in proposed amended budget.

At 5:02 PM, Director Pierson closed the public hearing and resumed the Regular Board Meeting for Board discussion and disposition.

3. Disposition for RESOLUTION NO. 2022-01

Director Gaiter, other Board members and staffed discussed various individual line items in the proposed adoption of an amended budget for fiscal year 2022.

M/S GAITER/PETTIT to table RESOLUTION 2022-01 A RESOLUTION CONCERNING THE APPROVAL AND ADOPTION OF AN AMENDED BUDGET FOR FISCAL YEAR 2022. Voice votes 2 yes (GAITER, PETTIT) and 2 no (PIERSON, MEYERS), motion FAILS.

M/S MEYERS/PIERSON to approve RESOLUTION 2022-01 A RESOLUTION CONCERNING THE APPROVAL AND ADOPTION OF AN AMENDED BUDGET FOR FISCAL YEAR 2022. Voice votes 3 yes (PERSON, GAITER, MEYERS) and 1 no (PETTIT), motion PASSED.

4. Election of Board Officers

*PRESIDENT- Ken Pettit
VICE PRESIDENT – David Pierson*



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TREASURER -Christine Gaiter

SECRETARY – Steve Sarno

All Board Officer positions were elected by acclamation as each position received only one nomination and no objections were raised.

5. Update on Status of 2021 Financial Audit – Request for Extension

Audit firm currently working on our audit has lost their primary accountant assigned to our audit and has requested we file an extension to provide sufficient time to complete and submit audit to Board for review.

M/S PETTIT/GAITER to APPROVE the request to file a request for extension to the filing deadline for the 2021 Financial Audit. Voice votes unanimous; motion PASSED.

6. Financial Institution Updates

- i. Update Board members & signatures on accounts
- ii. Points West Bank Account Transfers

Staff presented an update to the Board on the need to update signatures on all bank accounts due to the change of Board members and new Board Officer positions.

Staff also requested the Board to approve restoring the ability to conduct online transfers with appropriate pre-authorization from the Board and reporting during the monthly financial reports.

M/S GAITER/MEYERS to authorize Chief Patterson to make online transfers to the Impact Fee accounts after receiving email approval from a board member. Voice votes unanimous; motion PASSED.

Other

Director Pettit recommended new board members get access to SDA Board Member manual and Chief Patterson investigate ability for Board Members to access the SDA website.

Calendar Items

July 4TH – Town of Wellington Independence Day Activities

Next Board Meeting – July 13th – Station 16

Adjournment

M/S PETTIT/GAITER to adjourn the meeting at 5:39 PM, with a 10-minute recess prior to the start of the Pension Board Meeting. Voice vote unanimous; meeting adjourned.